FOR MYSORE STATE

REVENUE 1950 (195) Department

Ms. SÉRIES.

G.O. NO. 486

Dated 23-3-1950

[Despatch Abstract.]

Books and Publications - Village Officers and Ryots and Ryots Manual - Vernacular editions - Forms prescribed for correspondance with Public Use of courtesies of expressions - Amendments - Forms - Orders.

Copy to Mysore govt.

GOVERNMENT OF MADRAS.

Food and Agriculture Department.

Memorandum No.45219-C/49-3, dated the 1st February, 1950.

Sub:- Civil Supplies - Correspondence - Form of correspondence by officials of Civil Supplies Department with the public. Use of courteous language and polite forms of address - Instructions issued.

It has been brought to the notice of Government that the officials of the Civil Supplies Department are using unnecessarily peremptory and dictatorial language in their correspondence with the public which is prone to wound the feelings of any self-respecting citizen especially under conditions prevailing in 'Free India' to-day. For example, a certain Firka Supply Officers, while calling for some information from a respectable merchant is reported to have directed him as follows:-

"நீர் உடனே உமது கணக்குகளை, Cash Bill, இவைகளை அனுப்பவும். நடவடிக்கை எடுக்கவேண்டியது."

The Government consider that the expression "நீர்கள்" and "தாங்கள்" would have been more appropriate and in keeping with the spirit of the times, than the terms "நீர்" and "நடவடிக்கை" in the above context.

The attention of the Collerctors of districts is, in this connection, invited to the instructions issued in G.O.Ms.No3034, Publiec (General-I-B) Department, dated 4-12-1948 regarding the relationship of Government sertants with the public in the new set up and they are requested to instruct their Subordinate officials to use polite and dignified language in their offical correspondence with the Public, so as to avoid needless offence to their sense of self respect.

M.A.Kuttalalingam Pillai.
Secretary to Govt.

To The Collectors of Districts.
Copy to the Board of Revenue (Civil Supplies)
Copy to Revenue Department
Copy to Public (Services-C) Department.

/True extract./

M.A.Kharmuga
Superintendent.

nr.4/6

ABSTRACT.

Books and Publications - Village Officers' and Ryots' Manual - Vernacular editions - Forms prescribed for correspondence with Public - Use of courteous of expressions - Amendments - Forms - Ordered.

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REVENUE DEPARTMENT.

G.O.Ms.No.435. Dated 23-2-50.
Read the following:

Memorandum No.45219-C/49-3 Food And Agriculture dated 1-2-50.

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ORDER:-

A copy of the memorandum quoted above is forwarded to the Board of Revenue.

2. The expressions in the forms printed in the vernacular editions of the Village Officers and Ryots Manual, such as those on pages 272-275 of the Tamil edition of the Manual should be suitably amended with a view to bring them in conformity with the instructions in the Memo-quoted above. The Board of Revenue is requested to take necessary steps to issue suitable amendments to the several vernacular editions of the village Officers and Ryots' Manual.

(By Order of His Excellency the Governor)

K.M.Unnithan.
Secretary to Government.

To
The Board of Revenue,
(with a copy of Memo
No.45219-C/49-3 Food and Agriculture dated 1-2-50.)

/True copy/

Superintendent.

nr.4/6

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